

2020 Census Local Update of Census Addresses Operation (LUCA)

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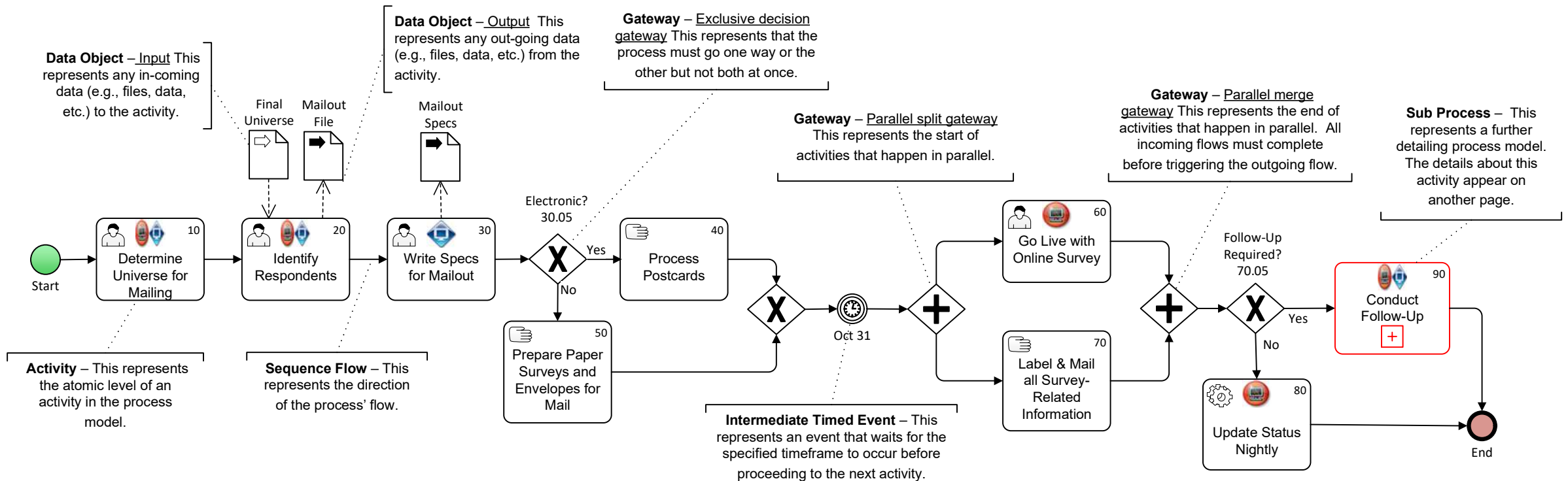
Major Revision Change History				
Date	Description	Author	Version #	Page #'s
12/31/2014	Baseline 1.0	Marie Jones	1.0	All
07/30/2015	Baseline 2.0	Marie Jones	2.0	All
12/18/2015	Updates per Lockup Review	Marie Jones	3.0	All
06/01/2015	Updates per DOP Review	LUCA Team	3.2	All
06/24/2015	Updates per DOP Review	LUCA Team	3.3	All
03/07/2017	Updates per SME Review	Shaleem Bhatti	3.4	All
03/13/2017	Updates per SME Review	Shaleem Bhatti	3.5	All
03/23/2017	Updates per SME Review / Final QA	Shaleem Bhatti	3.6	All
04/21/2017	Added Address Match (AdRec) Process	Shaleem Bhatti	3.7	18
09/27/2017	Added allocations as discussed during JAD session	Dan Ladino	3.8	All
12/01/2017	Changes after the JAD session	Dan Ladino	3.10	All
04/03/2018	Updates per LUCA IPT and Mitre DOP Review	M Edmonds	3.11	All
04/13/2018	Updates per LUCA IPT and Mitre DOP Review	M Edmonds	3.12	All
04/23/2018	Combined LUCA and New Construction	M Edmonds	3.13	All
04/30/2018	Updates per LUCA IPT and Mitre Review	M Edmonds	3.14	8,10,11,19,22
07/13/2018	Descope UTS as a system on Activity 60.20.10	M Edmonds	3.15	22
07/19/2018	Updates per LUCA IPT	M Edmonds	3.20	15, 17, 23-27
08/29/2018	Updates per Mitre Review & Rqmt Lockup	M Edmonds	4.0	Several

Reading and Understanding the Model

Example Activity Model

BPM Purpose

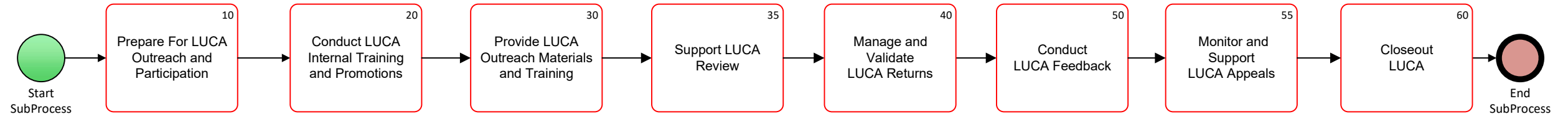
- Describe Census Operations business processes – activities, resources and key milestones
- Provide the details necessary for non-subject matter experts to understand the business process
- Contribute to the requirements development process
- Facilitate the linkage of business processes to IT capabilities
- Capture Operations inputs and outputs



Key:	Activities						Gateways	Data Objects	Other
Events									
Start:	Activity at atomic level: Activity 10						Exclusive:	Input:	Sequence Flow:
End:	Activity containing a sub process: Sub Process 20						Parallel:	Output:	Association:
Intermediate Timed Event:	Optional Activity Numbering: Activity 10, Sub Process 20						Event Based:	Data Store:	Annotation:
Flow continued on another page:	Activity involving: → USER interacting with a system or software: Activity								
Flow continued from another page:	→ MANUAL activity (no system/software involved): Activity								
	→ SERVICE or batch processing: Activity								
	→ Any system developed specifically for Census' use: Activity								
	→ Both a system developed specifically for Census' use and COTS products: Activity								
	→ SENDING a message: Activity								
	→ RECEIVING a message: Activity								
	→ RECURRING steps: Activity								
	→ Any commercial-off-the-shelf (COTS) products: Activity								

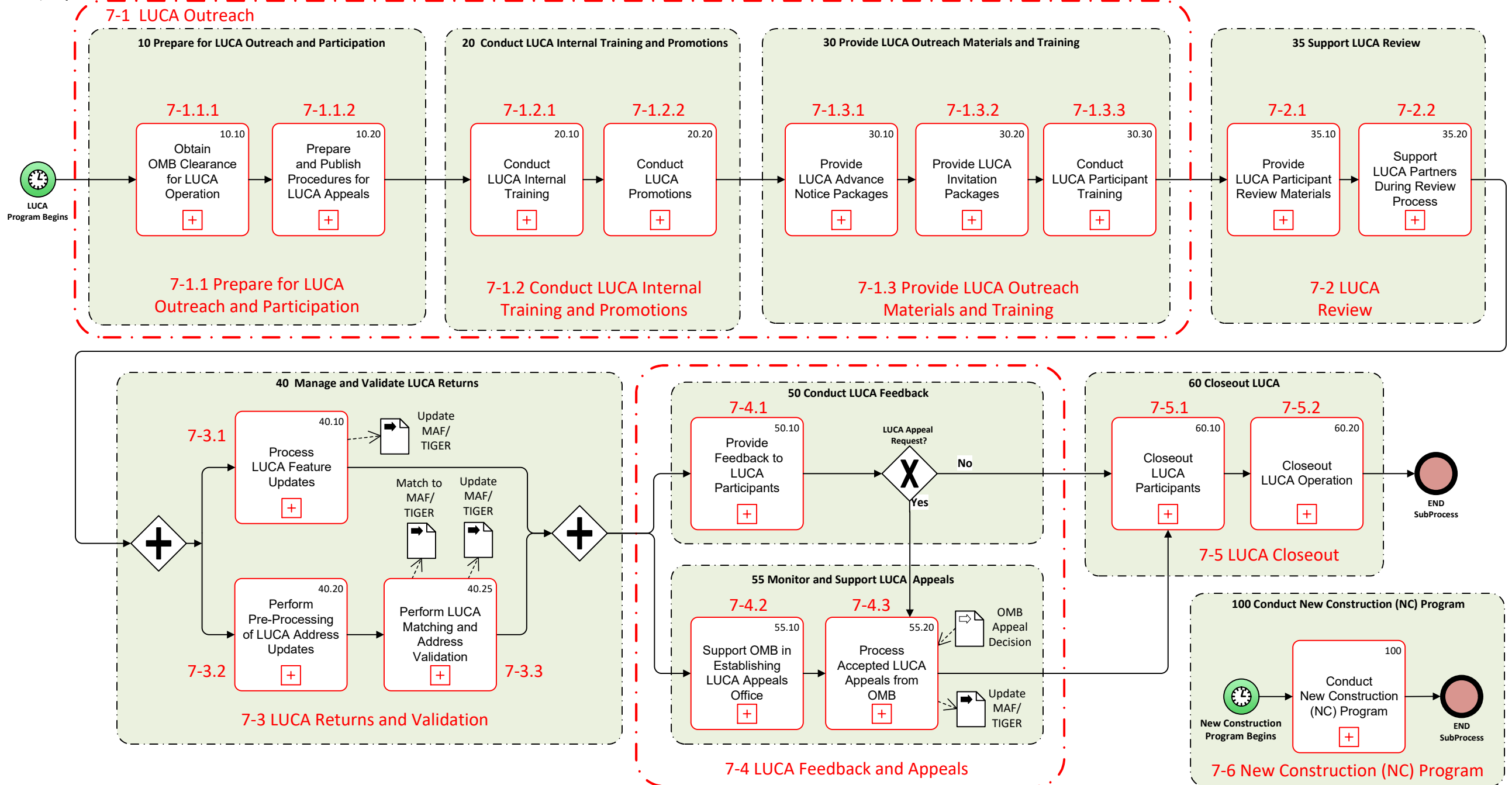
2020 Census Local Update of Census Addresses Operation (LUCA)

Purpose: To show the high level processes, subprocesses and activities associated with the 2020 LUCA Operation.



2020 Census Local Update of Census Addresses Operation (LUCA)

Purpose: To work with local partners in order to update Census addresses for 2020. The LUCA Operation includes the LUCA/PL activities and the New Construction Program

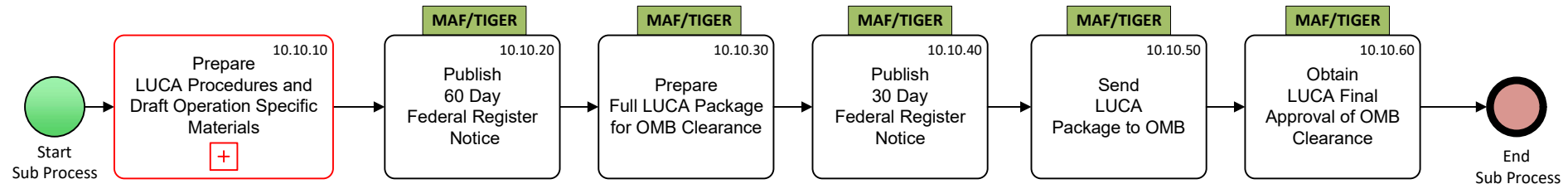


10.10 Obtain OMB Clearance for LUCA Operation

Purpose: To conduct the activities associated with receiving OMB Clearance for LUCA Operation

7-1.1 Prepare for LUCA Outreach and Participation (In Part)

7-1.1.1 Obtain OMB Clearance for LUCA Operation

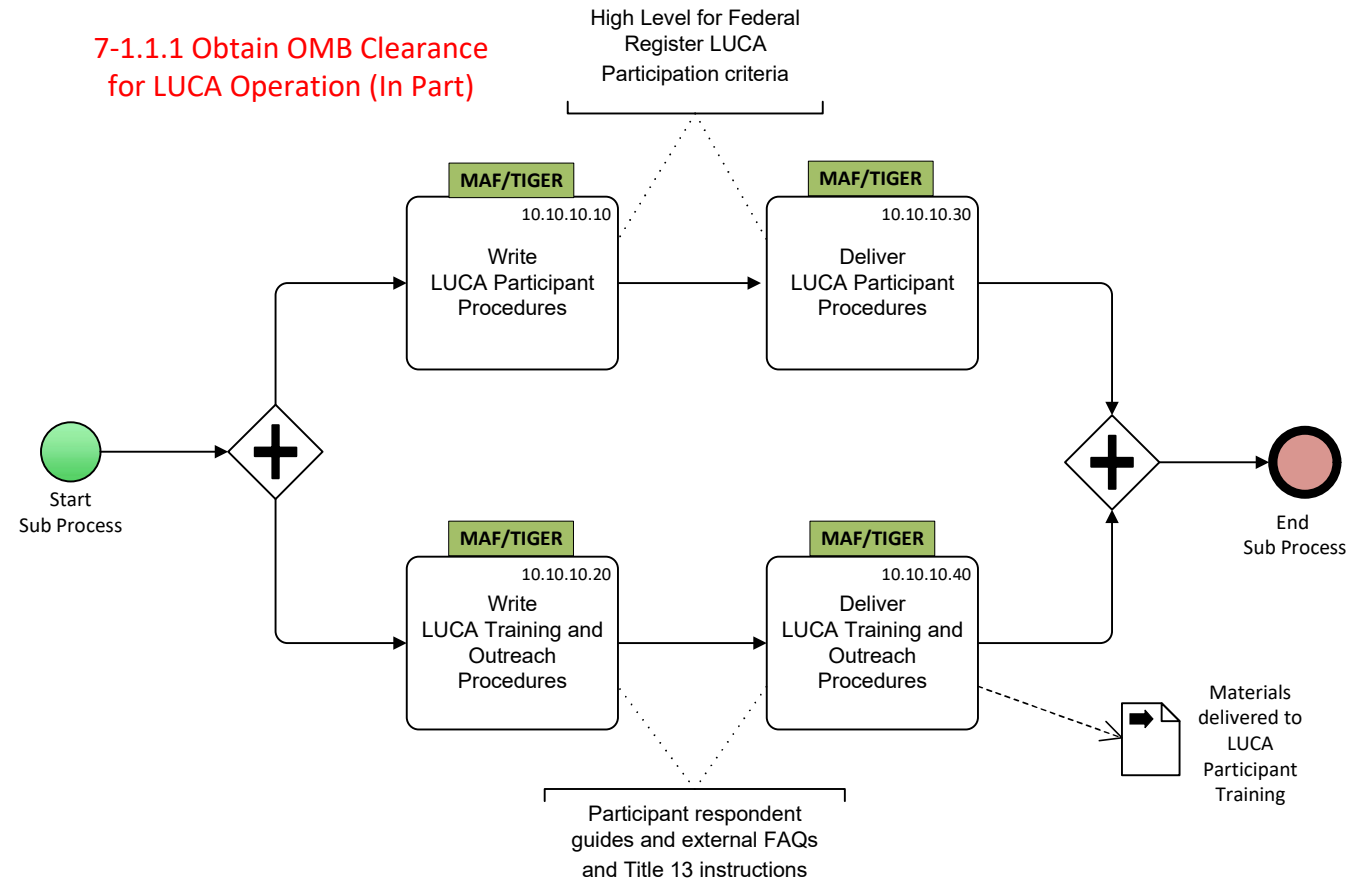


10.10.10 Prepare LUCA Procedures and Draft Operation Specific Materials

Purpose: To prepare the 2020 LUCA Procedures for Delivery to the National Processing Center (NPC) and Regional Office (RO)

7-1.1 Prepare for LUCA Outreach and Participation (In Part)

7-1.1.1 Obtain OMB Clearance for LUCA Operation (In Part)

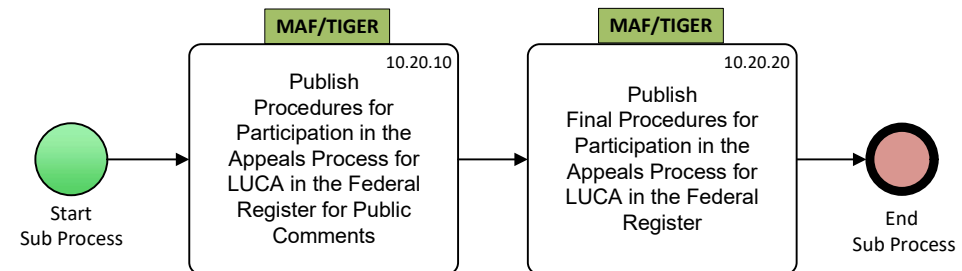


10.20 Prepare and Publish Procedures for LUCA Appeals

Purpose: To conduct the activities associated with publishing Procedures for LUCA Appeals

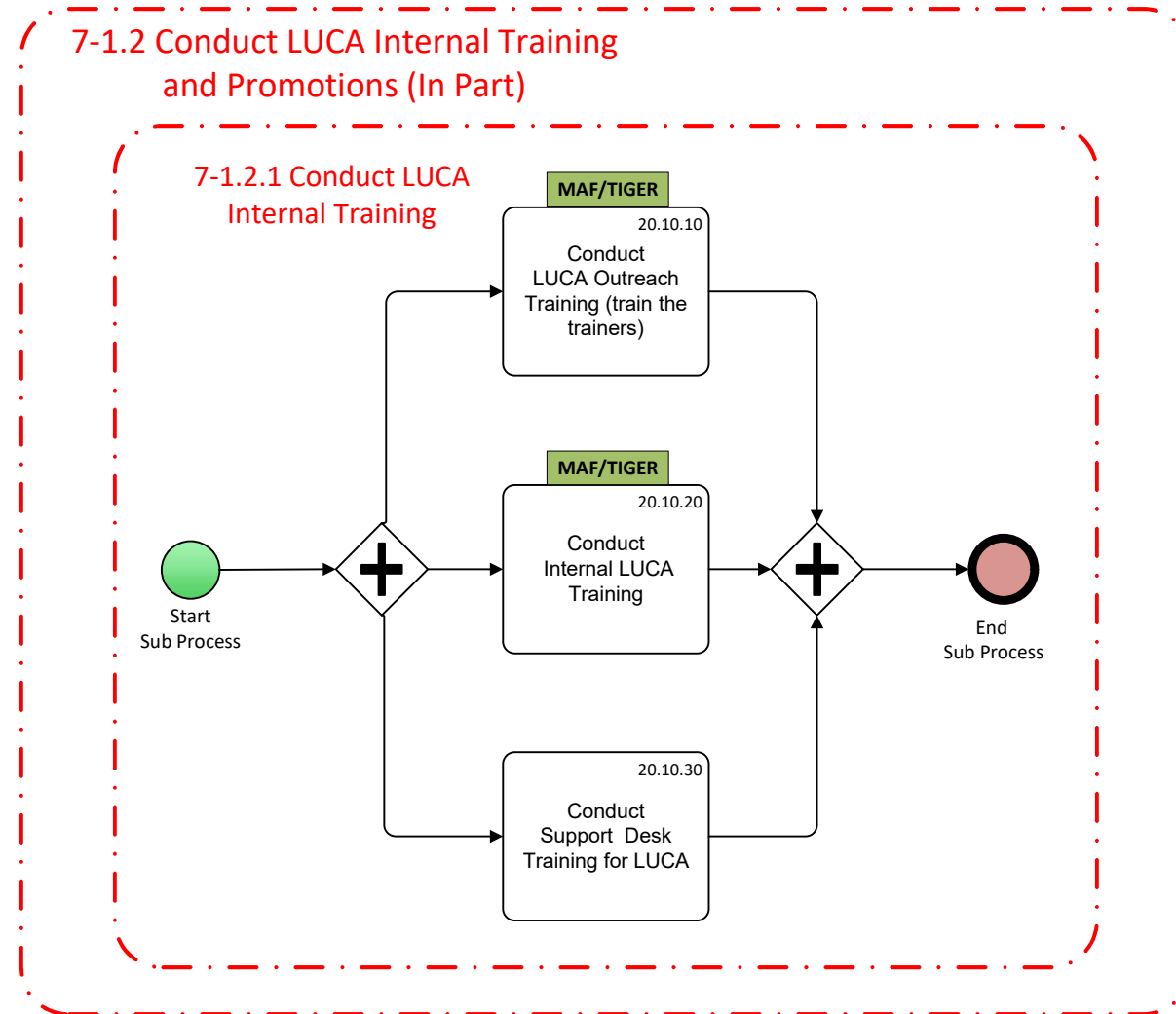
7-1.1 Prepare for LUCA Outreach and Participation (In Part)

7-1.1.2 Prepare and Publish Procedures for LUCA Appeals



20.10 Conduct LUCA Internal Training

Purpose: To conduct internal 2020 LUCA training for Regional Offices and National Processing Center (NPC)

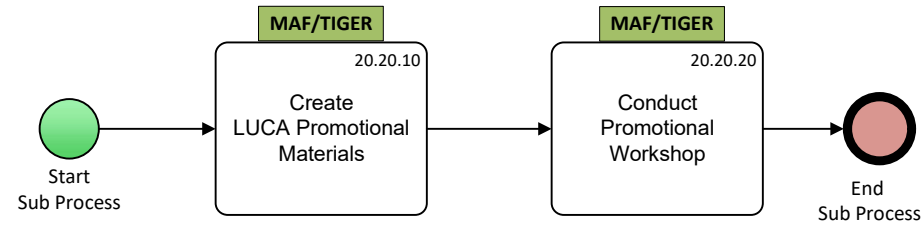


20.20 Conduct LUCA Promotions

Purpose: To conduct 2020 LUCA Promotions

7-1.2 Conduct LUCA Internal Training and Promotions (In Part)

7-1.2.2 Conduct LUCA Promotions

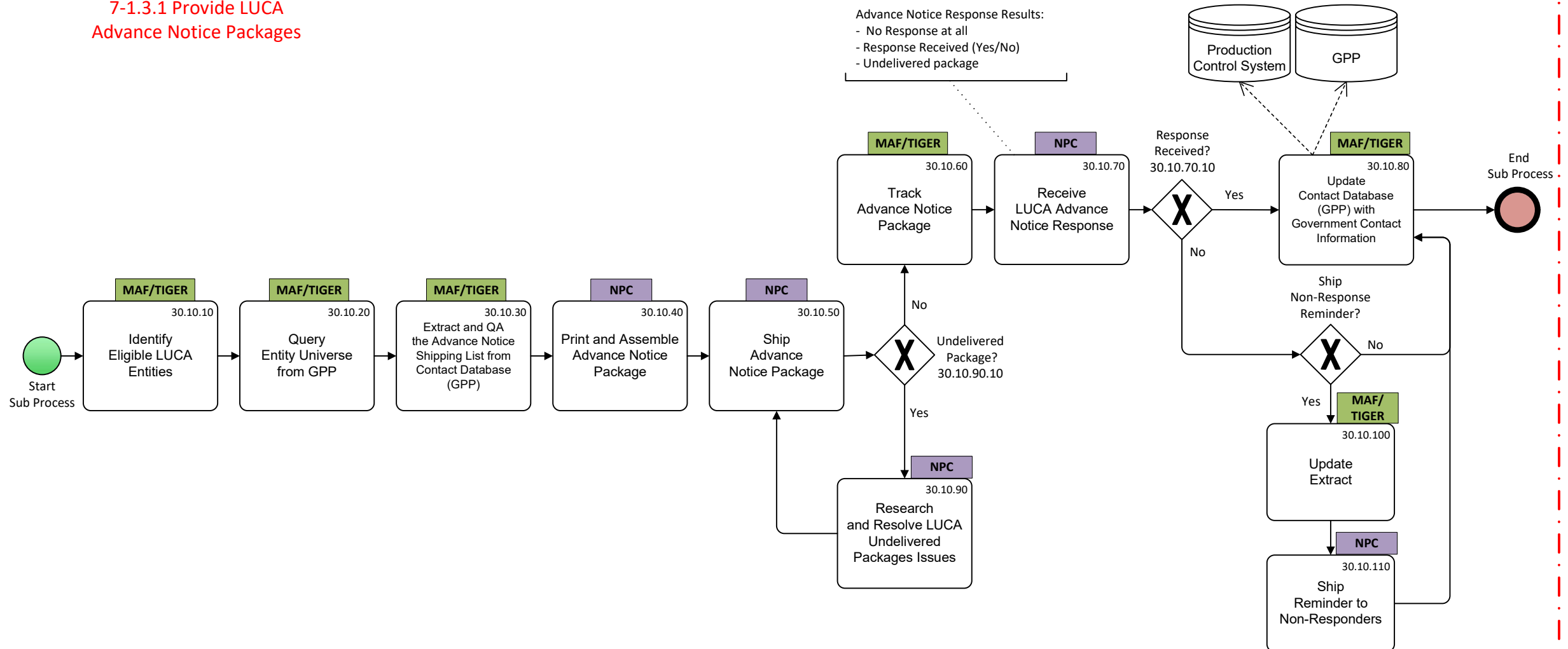


30.10 Provide LUCA Advance Notice Packages

Purpose: To print, assemble, ship and track the 2020 LUCA Advance Notice Package and Update the Contacts List

7-1.3 Provide LUCA Outreach Materials and Training (In Part)

7-1.3.1 Provide LUCA Advance Notice Packages

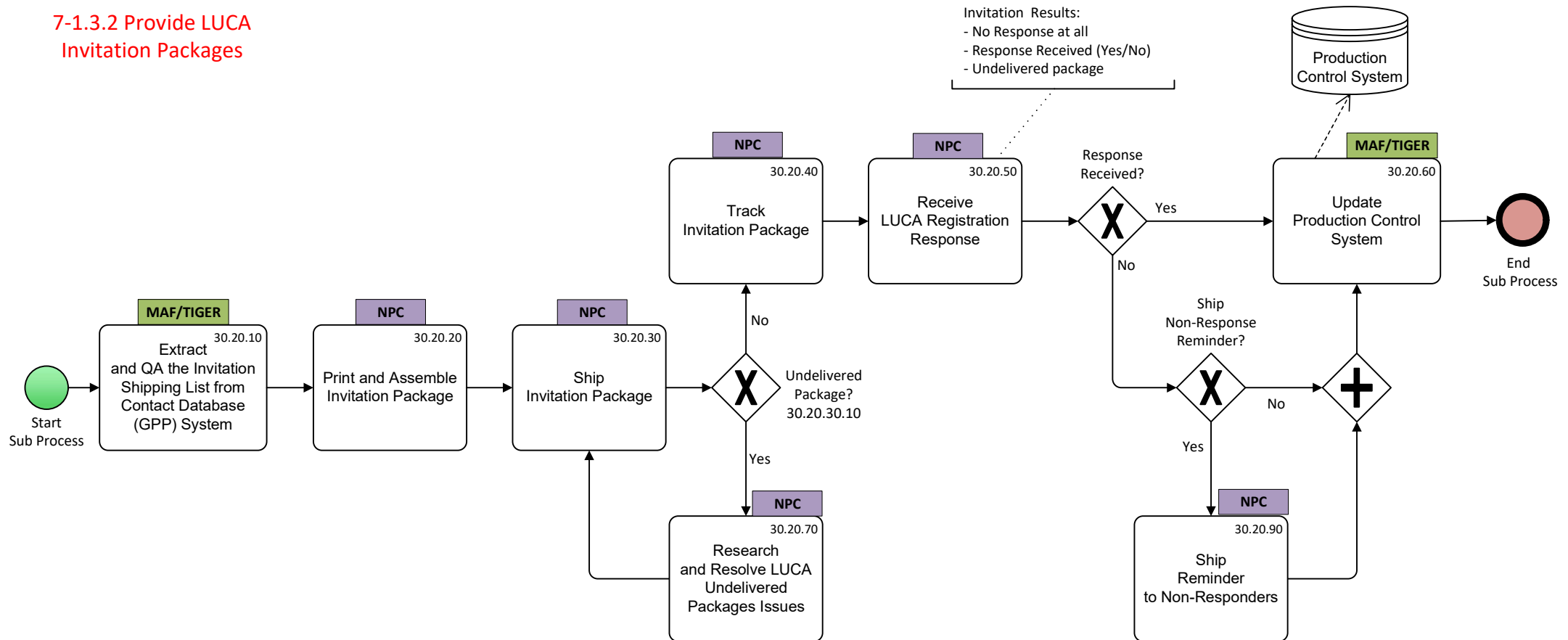


30.20 Provide LUCA Invitation Packages

Purpose: To ship the 2020 LUCA Invitation Package and Update the Contact Database (GPP) and production control system.

7-1.3 Provide LUCA Outreach Materials and Training (In Part)

7-1.3.2 Provide LUCA Invitation Packages

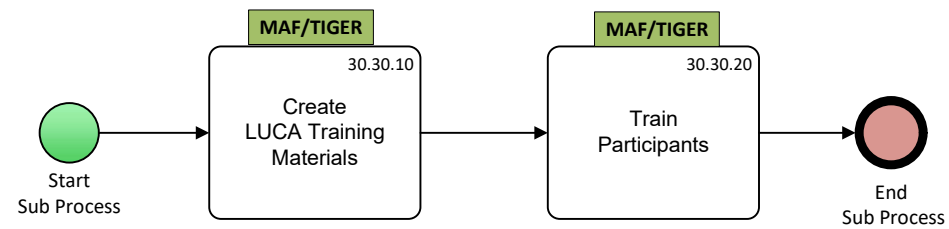


30.30 Conduct LUCA Participant Training

Purpose: To conduct 2020 LUCA Participant Training

7-1.3 Provide LUCA Outreach Materials and Training (In Part)

7-1.3.3 Conduct LUCA Participant Training

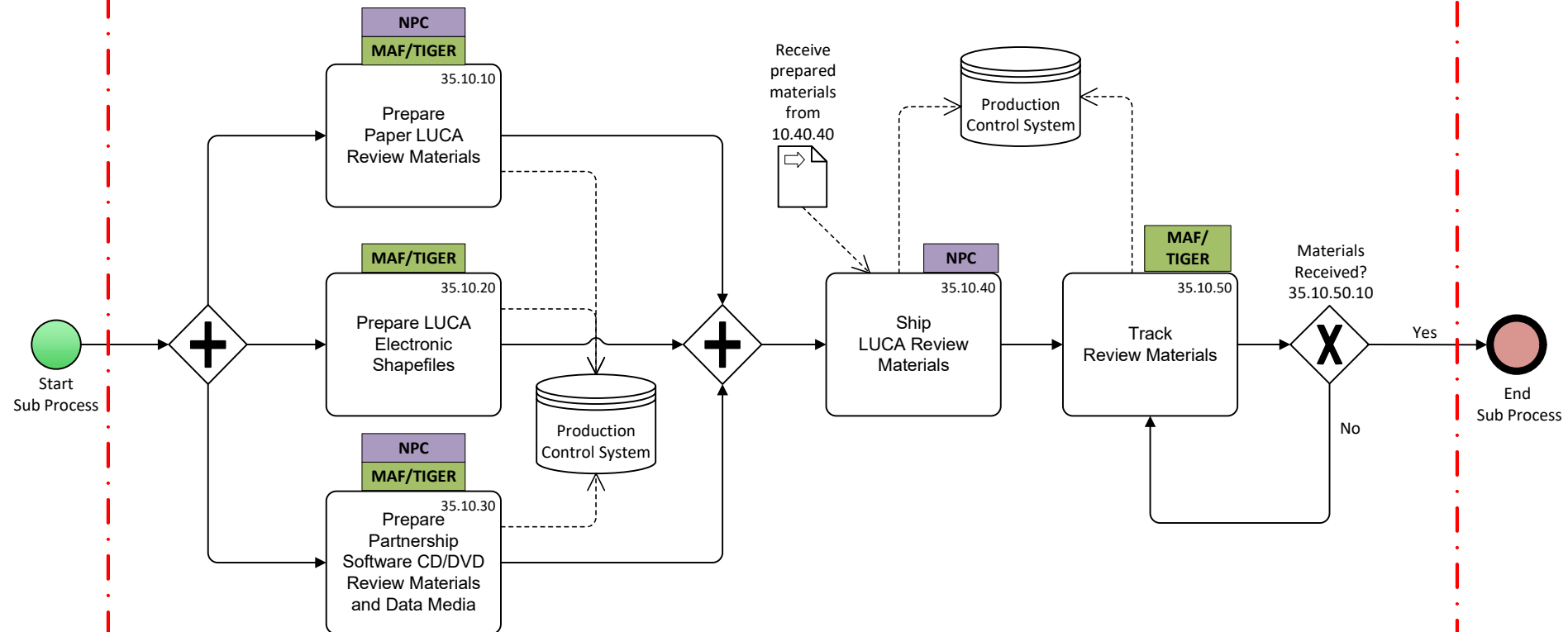


35.10 Provide LUCA Participant Review Materials

Purpose: To prepare and ship LUCA Participant review materials and make updates in production control system

7-2 LUCA Review (In Part)

7-2.1 Provide LUCA Participant Review Materials

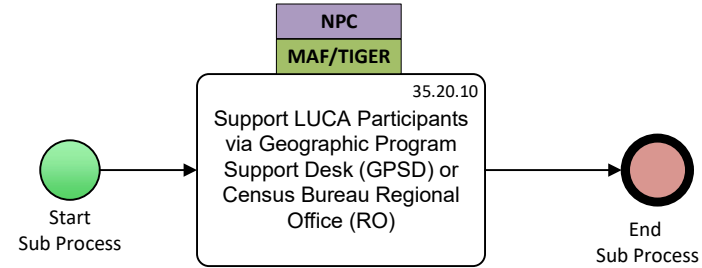


35.20 Support LUCA Partners During Review Process

Purpose: To provide support for LUCA Participants as they review materials.

7-2 LUCA Review (In Part)

7-2.2 Support LUCA Partners During Review Process



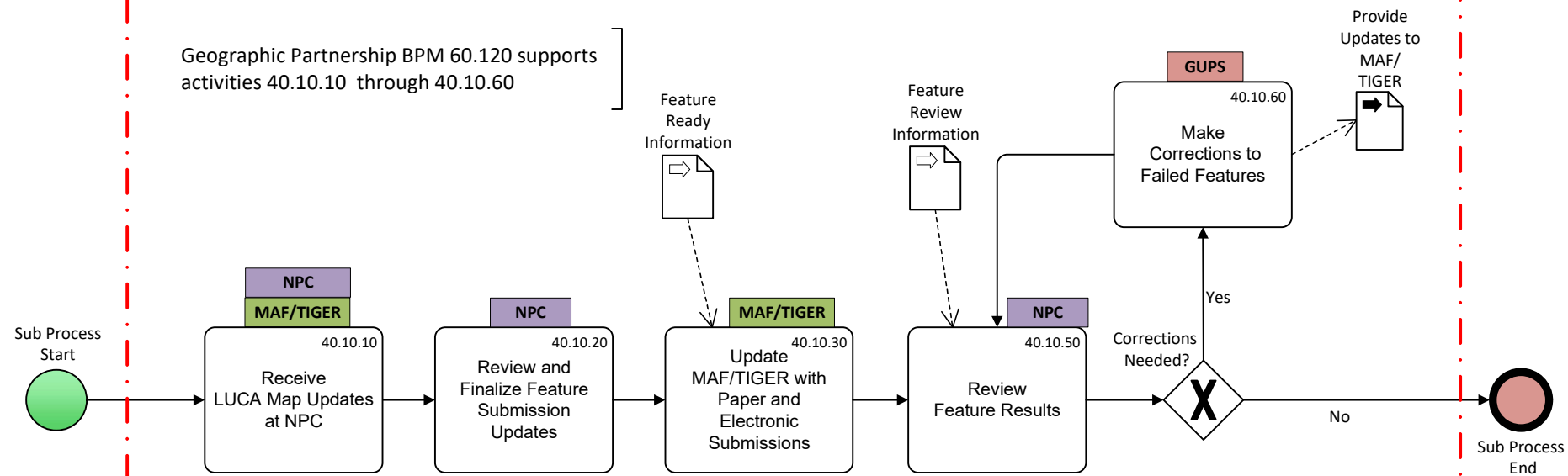
40.10 Process LUCA Feature Updates

Purpose: To show the activities associated with updating the LUCA feature information

7-3 LUCA Returns and Validation (In Part)

7-3.1 Process LUCA Feature Updates

Geographic Partnership BPM 60.120 supports activities 40.10.10 through 40.10.60

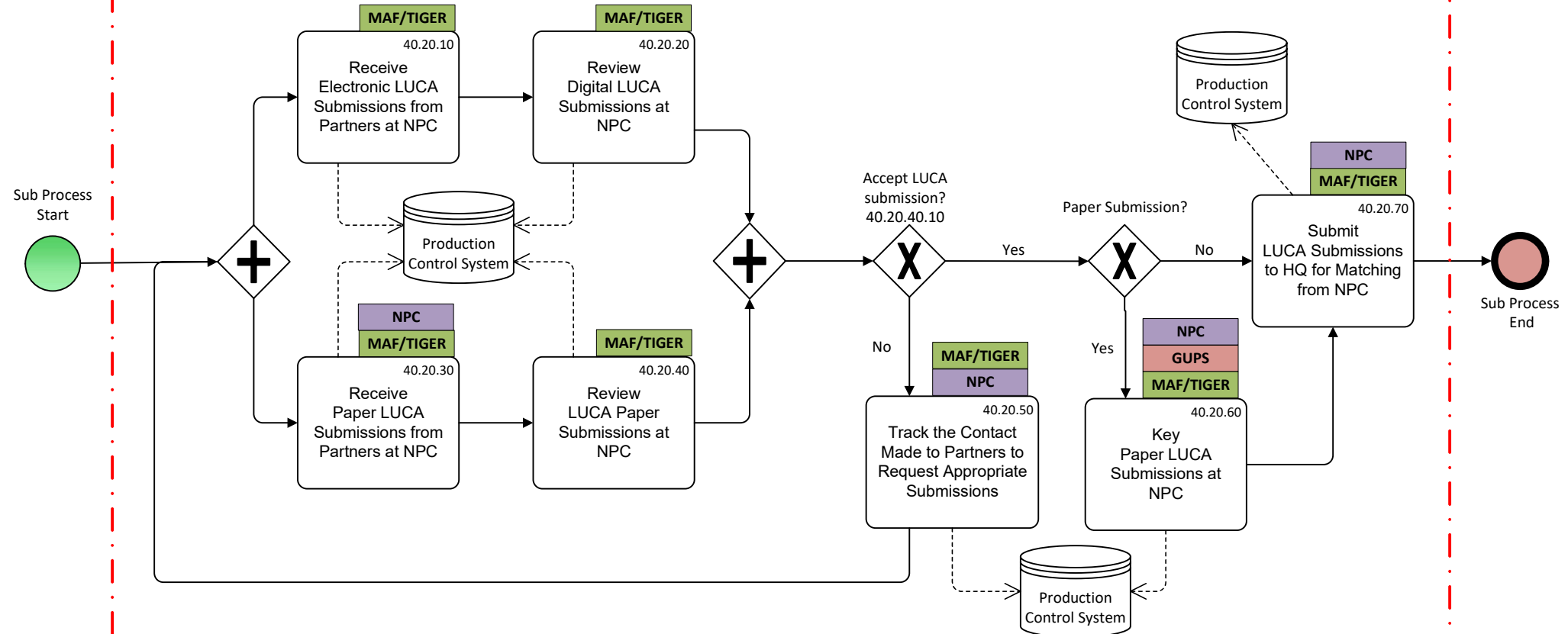


40.20 Perform Pre-Processing of LUCA Address Updates

Purpose: To show the activities associated with pre-processing the LUCA updates including review and re-submissions

7-3 LUCA Returns and Validation (In Part)

7-3.2 Perform Pre-Processing of LUCA Address Updates

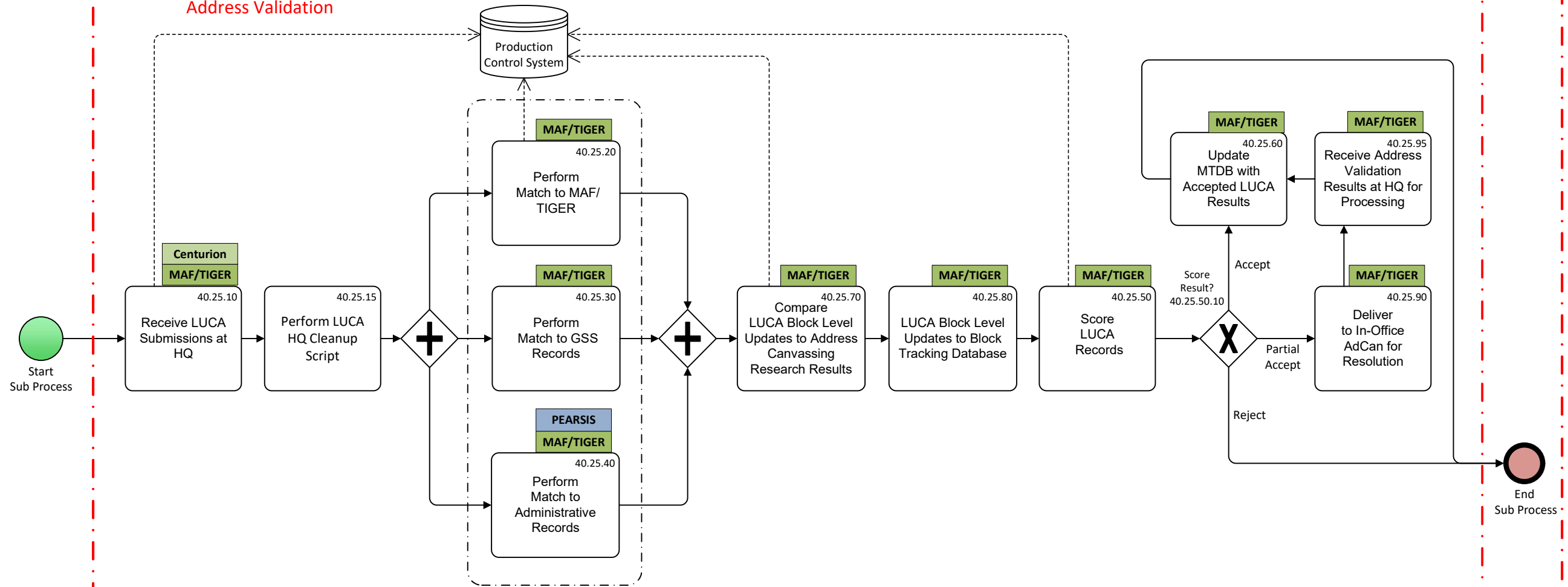


40.25 Perform LUCA Matching and Address Validation

Purpose: To show the activities associated with LUCA Matching and Address Validation

7-3 LUCA Returns and Validation (In Part)

7-3.3 Perform LUCA Matching and Address Validation

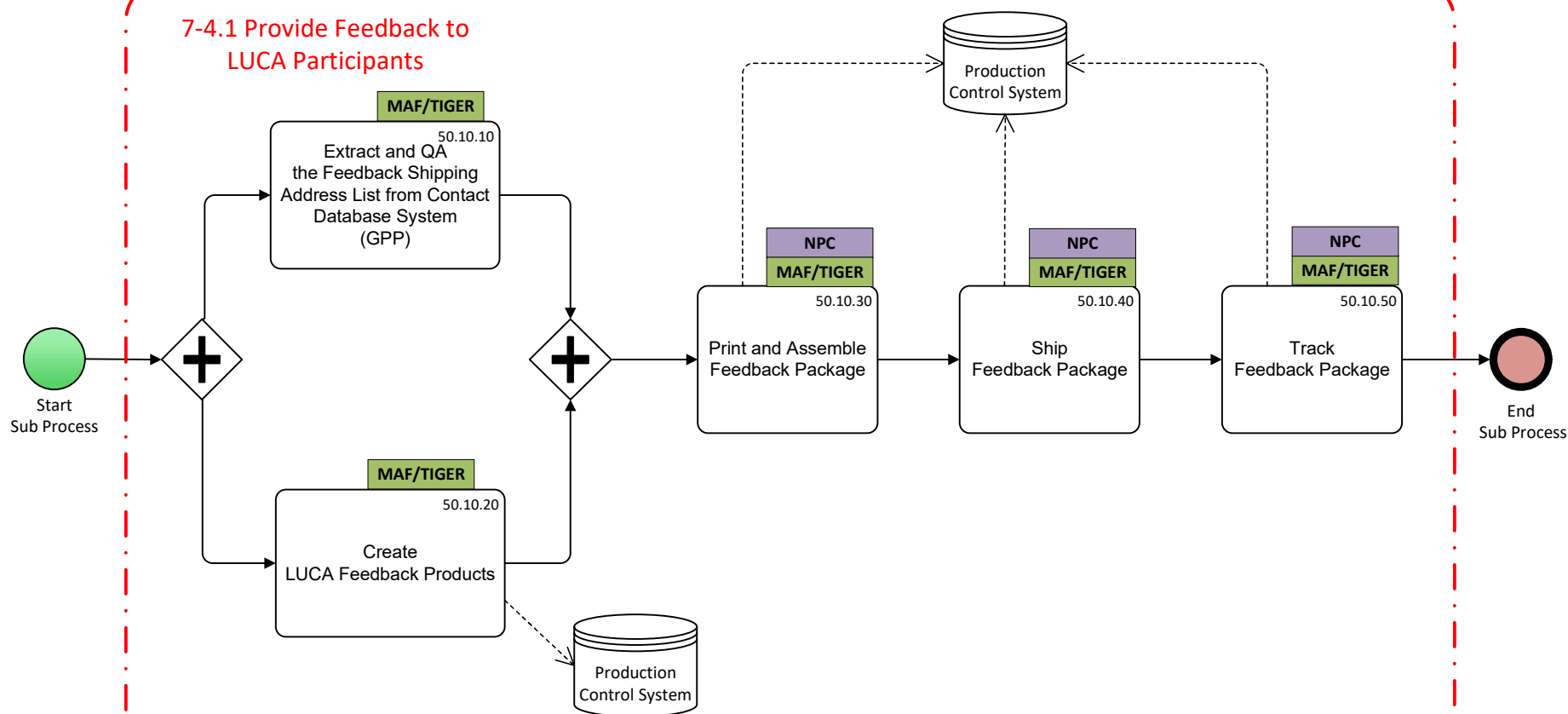


50.10 Provide Feedback to LUCA Participants

Purpose: To provide feedback to LUCA Participants on their submissions

7-4 LUCA Feedback and Appeals (In Part)

7-4.1 Provide Feedback to LUCA Participants

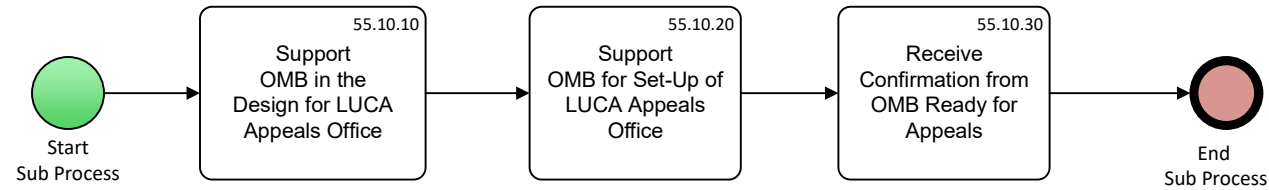


55.10 Support OMB in Establishing LUCA Appeals Office

Purpose: To show the activities associated with supporting OMB in Establishing LUCA Appeals Office

7-4 LUCA Feedback and Appeals (In Part)

7-4.2 Support OMB in Establishing LUCA Appeals Office

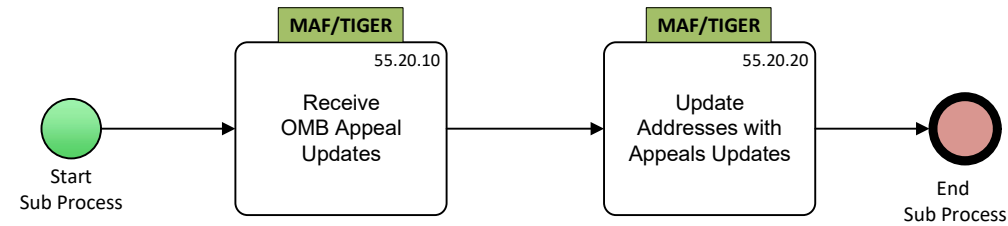


55.20 Process Accepted LUCA Appeals from OMB

Purpose: To process the accepted LUCA Appeals from OMB, update MAF/TIGER and prepare final MAF/TIGER w/appeals products for Enumeration

7-4 LUCA Feedback and Appeals (In Part)

7-4.3 Process Accepted LUCA Appeals from OMB

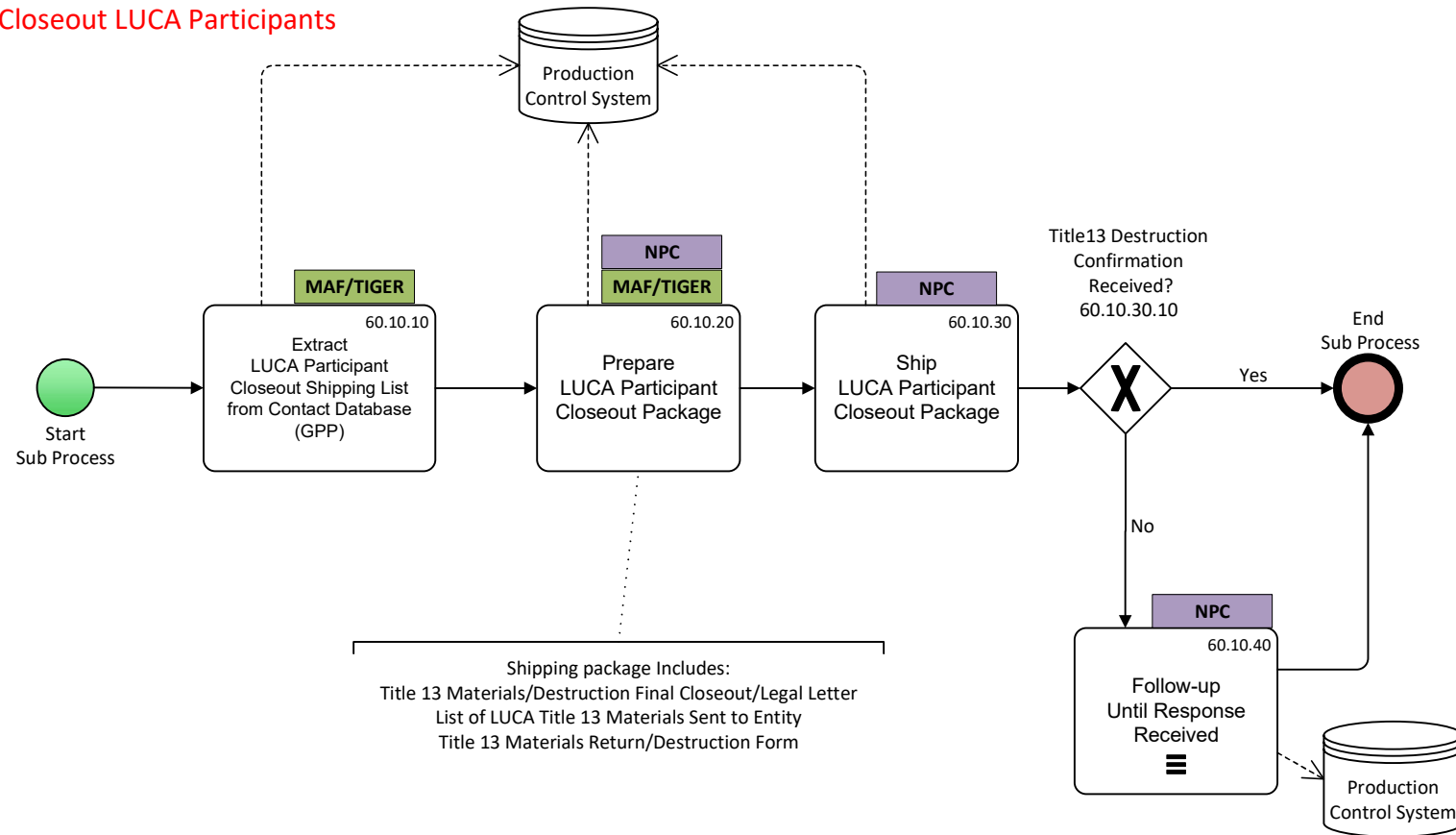


60.10 Closeout LUCA Participants

Purpose: To perform activities associated with LUCA Title 13 return and destruction letter

7-5 LUCA Closeout (In Part)

7-5.1 Closeout LUCA Participants

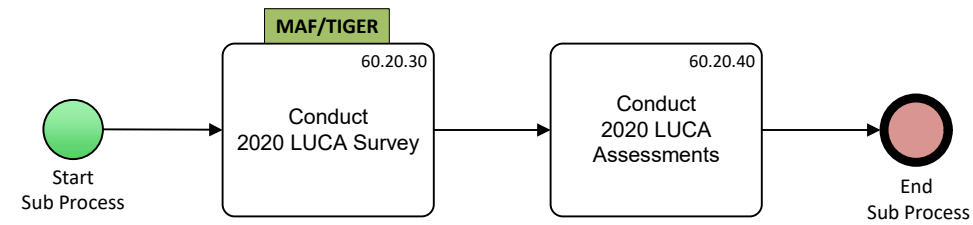


60.20 Closeout LUCA Operation

Purpose: To perform activities associated with closing 2020 LUCA Program

7-5 LUCA Closeout (In Part)

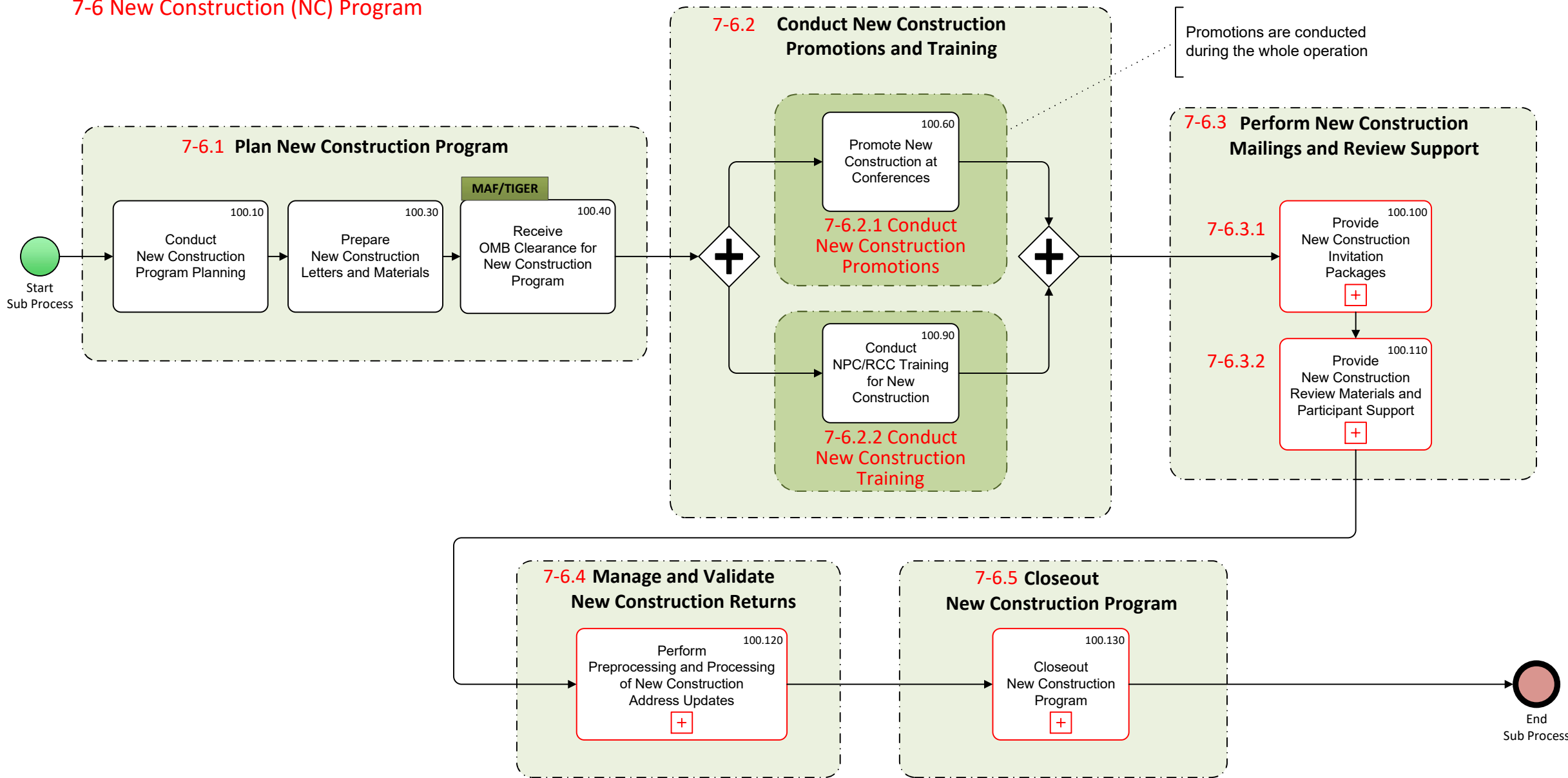
7-5.2 Closeout LUCA Operation



100 Conduct New Construction (NC) Program

Purpose: To work with local partners in order to improve the accuracy and completeness of the Census Address List.

7-6 New Construction (NC) Program

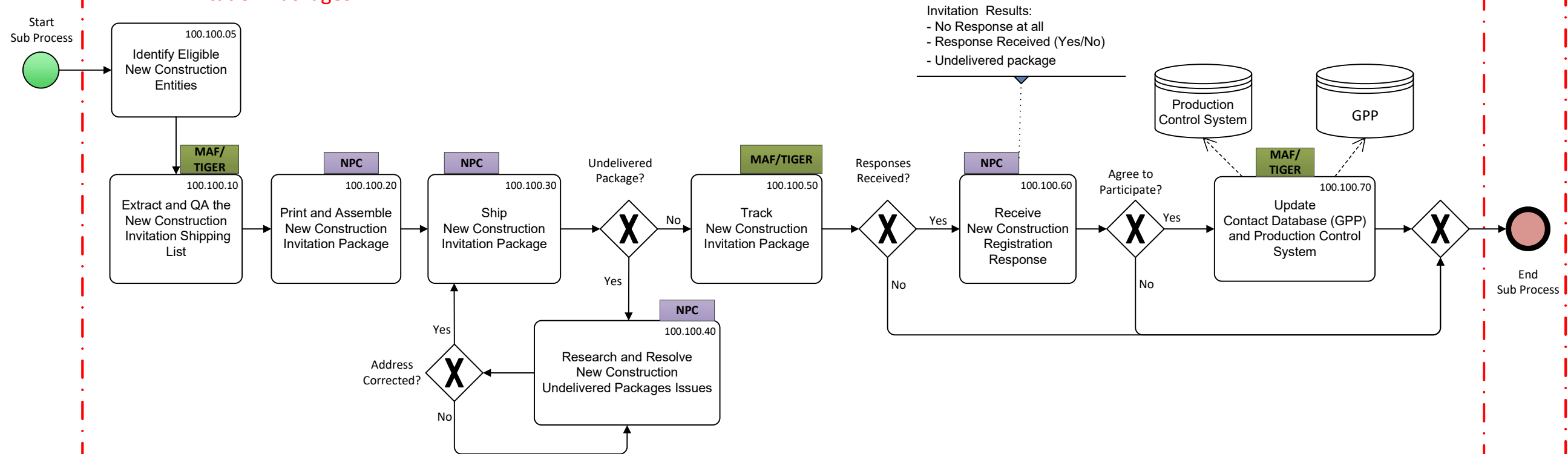


100.100 Provide New Construction Invitation Packages

Purpose: To ship the New Construction invitation packages to participants and track the registration responses.

7-6.3 Perform New Construction Mailings and Review Support (In Part)

7-6.3.1 Provide New Construction Invitation Packages

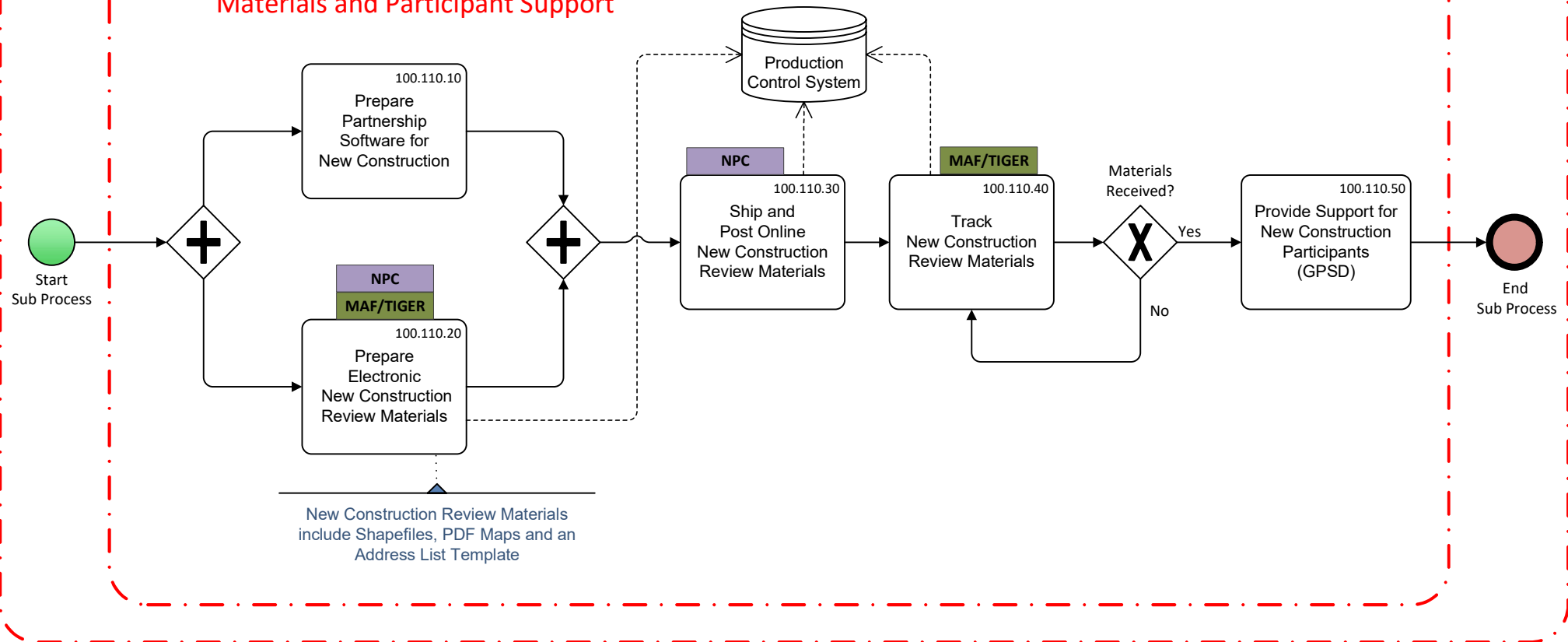


100.110 Provide New Construction Review Materials and Participant Support

Purpose: To prepare and ship New Construction Participant review materials and provide support for participants.

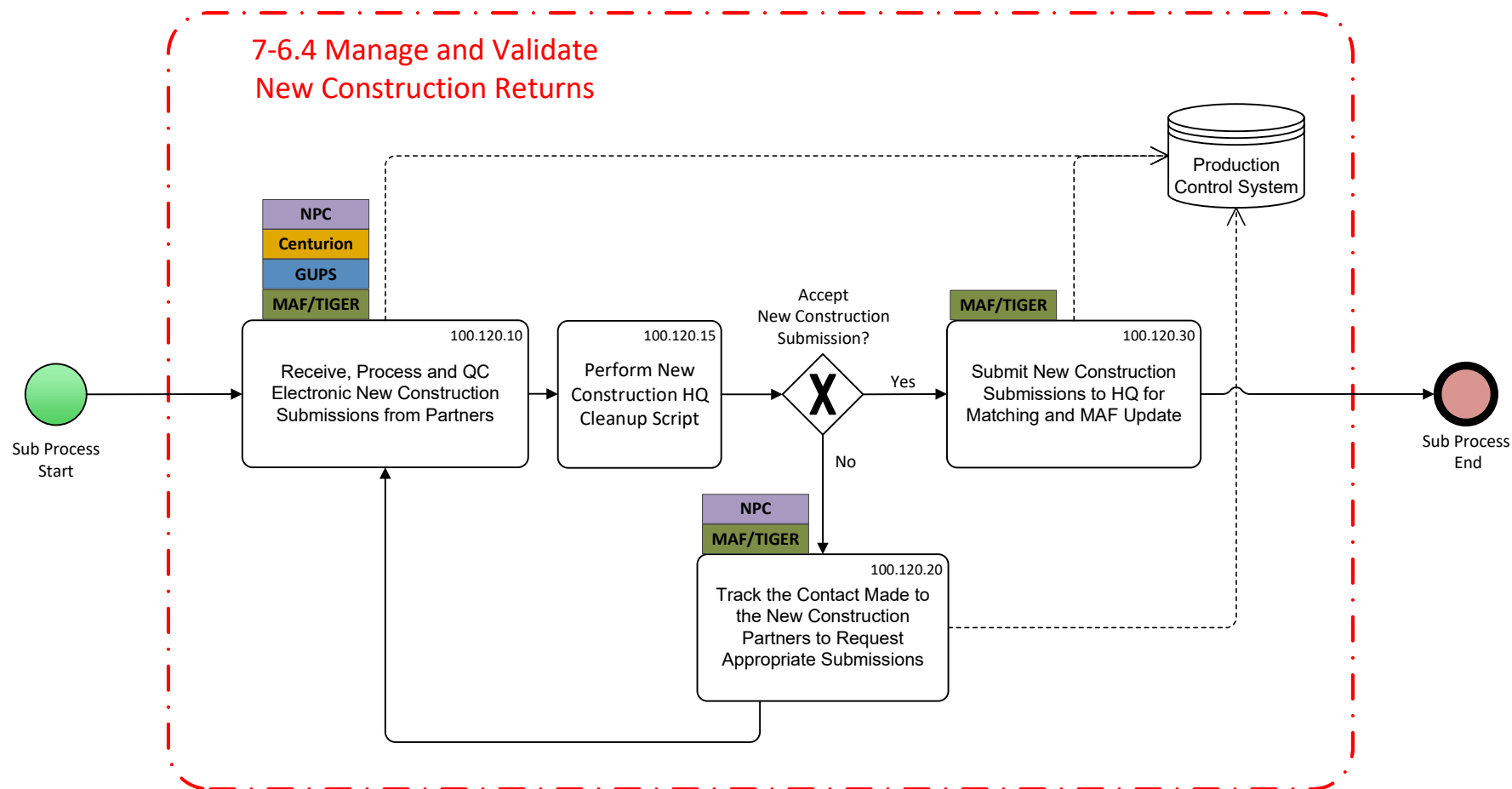
7-6.3 Perform New Construction Mailings and Review Support (In Part)

7-6.3.2 Provide New Construction Review Materials and Participant Support



100.120 Perform Preprocessing and Processing of New Construction Address Updates

Purpose: To conduct the pre-processing and processing of the New Construction address updates and resolve issues.



100.130 Closeout New Construction Program

Purpose: To perform activities associated with closing New Construction Program

